



## **Fire Authority Board Meeting Minutes Thursday, January 12, 2012**

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### **Members Present:**

Committee Chair Jeff Swanty  
City Manager Bill Cahill  
Rural Board President Dave Legits  
Asst. City Attorney Moses Garcia  
Division Chief Ned Sparks

Mayor Cecil Gutierrez  
Rural Board Secretary Greg White  
City Councilor John Fogle  
Fire Chief Randy Mirowski  
Division Chief Merlin Green  
BSC Roylene Sterkel

### **Members Absent:**

Public Safety Admin. Dir. Renee Wheeler

### **Call to Order:**

Chairman Swanty called the Fire Authority Board Meeting to order on the above date at 1:40 p.m.

### **Pledge of Allegiance:**

The Board participated in the Pledge of Allegiance.

### **Roll Call:**

Secretary Sterkel conducted roll call.

### **Award and Presentations:**

None

### **Consent Agenda:**

1. **Minutes** - Rural Board President Dave Legits moved to approve the December 8, 2011 minutes as written. Mayor Gutierrez seconded the motion and the minutes were approved.
2. **Establish the Location for Posting the Loveland Fire Rescue Authority Board Meeting Notices** – Rural Board President Legits moved to approve

*Resolution #R-001 establishing the 2012 meeting location, time and dates and designating the location for posting meeting notices of the Loveland Fire Rescue Authority.* Mayor Gutierrez seconded that motion. Attorney Garcia injected that the Board needs to approve the 2013 calendar for dates and times of meetings in December, 2012. Secretary Sterkel will make sure that item is placed on the agenda for the December, 2012 meeting. Board approved Resolution R-001 unanimously by voice vote.

**Regular Agenda:**

- 3. Resolution to Approve the By-Laws** – Attorney Garcia reviewed some of the points within the Resolution. Section 4.b indicates meetings will occur on the second Thursday of each month at 1:30. Attorney Garcia suggested that we amend that to read that dates and times will be set annually by resolution. Resolution #R-002 is correct for 2012 meetings.

It was noted that under Section 5.a. Conduct of Business, should read “No Formal Action by the Board, not “Informal”. Attorney Garcia will make that correction. He reminded the Board that no official action can be taken unless a quorum of the Board is present.

Chair Jeff Swanty asked what the difference is between a Motion and a Resolution as stated in Section 5.f. Attorney Garcia indicated that Resolutions are the formal result of motions and record the history of a topic. Attorney White said Motions are less formal.

Attorney Garcia reaffirmed that the By-Laws are the controlling agreement and must be approved by both the City and Rural entities. The By-Laws being discussed will need to go back to City Council and the Rural Board for their approval.

City Manager Cahill moved that the By-Laws be approved with the two changes mentioned above. Mayor Gutierrez seconded the motion. Board approved by-laws unanimous by voice vote.

- 4. Approval of the 2009 International Fire Code**– Division Chief Merlin Green said that the 2009 Edition of the International Fire Code, excluding the new residential sprinkler provision will go to City Council on Tuesday, January 17<sup>th</sup> for second reading. He reviewed the modifications to the Code specific to the City of Loveland. The biggest amendment for the City is that “automatic sprinkler systems shall not be required in one-or-two family dwellings including townhouses that are located within six hundred (600) feet of a fire hydrant”. He talked about how Greeley had adopted the full NFPA 13D Sprinkler System Section and later repealed it because of the repercussions from the community. Mayor Gutierrez asked what those were. Chief Green indicated that it was mostly economics, but there was a large outcry from the community as well and

questions as to contractor qualifications and licensing to install sprinkler systems. He feels that we need to move forward as a regional unit with other fire departments to educate the public and the development community before we can bring this component into play. We also need some guidance from the State regarding contractor licensing. Chair Swanty said he would like to see Loveland be the proactive department for Northern Colorado to get other fire departments on board with a plan. Chief Mirowski said that we will gather more information and bring it to the Board for future discussion.

Attorney Garcia said that in the future any items that need City Council or Rural Board approval should come to the Fire Rescue Authority Board first for their approval. Chief Mirowski said we need a template for the process of bringing items forward in normal circumstances and for any exceptions or things out of the ordinary. The discussion today was for information only and did not require a vote by the Board.

5. **Review of the Loveland Fire Rescue Authority Basic Services Expansion Plan** – Chief Mirowski discussed the history of Model 1 and Model 2 of the expansion plan. He indicated that the strategy was to establish an adequate response, provide for reliability in the emergency response system and plan for expansion in the emergency response system for an 8-10 year vision. Model 2 was NFPA Standard compliant regarding staffing where Model 1 was not. Model 1 was approved with the basic 3-person fire company as the appropriate model for staffing. Chief Mirowski reviewed the phased in plan (4 phases) for hiring, construction and new apparatus with the Board. He asked for the Boards feedback on the phasing and the plan in general.

Mayor Gutierrez asked if the 3-person crews would be used on Engine 6 and Truck 6 to meet the minimum staffing for an engine or truck. Chief Mirowski said that is the plan and also to expand the part-time paid program to include 18 FF's to staff other apparatus. City Manager Cahill asked if the cost per year for the PTP program is \$138,000. Chief Mirowski said that is correct and the group discussed ways to fund the \$70-80,000 shortage to continue the program. Chief Mirowski said that we would get the specifics and bring it back to the Board.

City Manager Cahill asked about the Lieutenant for FPB/CSD scheduled in the phasing plan for 2013. Chief Mirowski explained that three people were taken out of the FPB/CSD in 2009 and placed into Suppression as Fire Inspection Technicians, which left the FPB/CSD extremely short staffed. The new position would help restore the inspection program which is about 65% down for inspections being done.

Mayor Gutierrez asked where we are in the planning for Station 10 scheduled for 2016. Chief Mirowski explained that it is still in the conceptual stage. The plan is to place the station somewhere near the Big Thompson School on W Highway 34

and Glade Road which would be in the Rural. The question was asked as to whether we can use CEF's outside of the city limits. Attorney Garcia indicated that he thought we could. This will be looked at further as we move forward in the phasing plan.

Councilor Fogle said he thinks it's good for Council to see this phasing plan so they know what's planned for the future. He asked how many aerial ladder trucks we currently have. Chief Mirowski said we have a 2000 ladder truck, which will be refurbished as a back-up when we get a new one. John's one suggestion for the phasing plan is to add another column to differentiate between the Rural and City for their portions.

City Manager Cahill said the Plan is easy to understand, but we may need to look at the rationality of it as we move forward. He sees it as Phase 1 as addressing minimum staffing levels, Phase 2 as the expansion of services for the minimum number of needed companies, Phase 3 is to address growth factors and Phase 4 as a continuance of addressing minimum staffing levels.

## **6. Executive Summary –**

Chief Mirowski talked about working collaboratively with TVEMS for strategic plans for expansion and needs for both organizations. The hope is to work together and combine our efforts.

Division Chief Sparks talked about the new auto aid agreement with Windsor and showed the area on a map. He said that Windsor Fire has had the same Blue Card training as LFRA so we will work well together on scene. He also talked about possible plans for Johnstown to build a station somewhere north of Johnson's Corner. Chief Mirowski said we will continue to work with the Front Range Fire Consortium. They comprise 9 fire departments and are a huge benefit to us in our strategic planning.

Chief Mirowski talked about the upcoming Vision Tour for 2012. He invited each of the Board members to attend one of the sessions if they could.

Attorney White gave an update on how the Mil Levy Election is going. The group met this morning (January 12<sup>th</sup>) and is working on developing a message for the public. They will be focusing on rural areas that have a positive outlook for the mil levy to pass. Mary Bahun-Meyer has been brought on board to help the group with their marketing strategy. Past Fire Chief of Windsor, Brian Martens, attended the meeting and was helpful since Windsor went through the same process. The Mil Levy group will meet again on January 26<sup>th</sup>.

## **Miscellaneous Items -**

Attorney Garcia said that the Board needs to determine where their historical records will be kept to preserve them for the long term. Chief Mirowski said that he, Renee and Roylene will meet to come up with a plan and bring it back to the Board at their next meeting.

Attorney Garcia said that the 2008 Engeman Hazmat incident is coming to the forefront again. The litigation is against the owner and is for approximately \$106,000.

Chief Mirowski said that the Strategic Plan is coming along nicely. Section 6 is done and Section 7 is about  $\frac{3}{4}$  done. FRAC has been doing a good job of reviewing the document and will continue at their February 8<sup>th</sup> session. The entire document has 9 sections so we're close to having it completed.

City Manager Cahill said that he visited Fire Station 6 today with Chief Mirowski and said the plans for the addition are moving forward nicely.

Chief Mirowski said they are trying to organize the Blue Card National Conference in Loveland for 2013.

Chief Green said that the National Emergency Managers Conference will be held at the Embassy Suites in March.

Chief Mirowski shared letters of thanks from Allenspark Fire Protection District, Poudre Fire Authority and Cheyenne Fire & Rescue for incidents that Loveland Fire Rescue Authority had helped them with or attended.

No further business was discussed. Chair Swanty adjourned the meeting at 3:25 p.m.